

THE MANAGEMENT TRAINING RULE

Who is Covered?

Supervisors, managers and executives in state agencies are covered under the Management Training Rule. This does not include elected officials and institutions of higher learning.

What is Required?

Forty (40) hours of training is required the first year of employment in a supervisory/managerial position. Sixteen (16) hours of continuing development is required annually thereafter.

How Does it Happen?

Each department will establish procedures, implement, and administer the guidelines for training personnel in the positions defined in the rule.

What Are The Benefits?

Development is tailored to meet agencies' needs. There is a direct link between training and results and we receive an increased return on investment.

What Types of Training?

Programs are based on the following 24 competencies:

Accountability	Integrity	Strategic Thinking
Computer Literacy	Mediating	Team Work
Creative Thinking	Mentoring	Technical Knowledge
Customer Service	Negotiating	Verbal Communication
Decisiveness	Perceptiveness Vision	Workforce Management
Financial Management	Political Awareness	Written Communication
Flexibility Planning	Problem-Solving	
Influencing	Self-Direction	

A complete copy of the Management Training Rule (1-CSR 20-6.010) is available on the State Training Advisory Council webpage at www.stac.mo.gov.